

# ALBOURNE PARISH COUNCIL [2013]

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## Minutes of the meeting of Albourne Parish Council held on:

Wednesday, 10<sup>th</sup> April 2013, at 7.00 p.m.

*Present:* Cllr Meg Price (MP) (Chairman)  
Cllr Graham Stafford (GS) (Vice –Chairman)  
Cllr Mick Gratton (MG)  
Cllr Elaine Makey (EM)  
Cllr Nikki Ernest (NE)

*In attendance:* Iain McLean (Parish Council Clerk), Cllr Peter Griffiths (MSDC) for part of the meeting, 8 members of the public.

- 1. (2013/064) – Chairman opens meeting and receives apologies for absence.**  
No apologies were received. It was noted that Councillors Dunckley and Gooch were absent.
- 2. (2013/065) – Presentation by Meeting Place Communications and Barton Wilmore regarding the plans for a new market town in West Sussex.** A short presentation was given by the above companies. It was pointed out to them that MSDC has not included this in their local development plan which was unanimously agreed at a full Council meeting in March. MSDC considered this concept had significant constraints that could not be overcome. There was some discussion at the end of which the Chairman thanked the presenters.
- 3. (2013/066) – Future arrangements for presentation by Mayfield Market Towns Limited.** Given that other neighbouring Parishes had received the same presentation as to this meeting, Cllr Peter Griffiths (WSCC) suggested that such Parishes ought to get together to form a joint working party in order to monitor the matter and deal with any issues. This was agreed. It was generally thought that inviting the above Company to a further meeting would be unlikely to add to the information obtained from the presentation to this meeting.
- 4. (2013/067) – Adjournment for any questions or issues raised by members of the public.** There was none, although it was noted that a kerbstone issue in Church Lane still needs to be addressed by WSCC Highways.

Action:	The Clerk to raise with Gulu Sibanda.
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5. **(2013/068) – Declarations of interest.** None were received.
6. **(2013/069) – Approval of Minutes.** The minutes of the Ordinary meeting held on 5<sup>th</sup> March, and the minutes of the Extraordinary meeting of 21<sup>st</sup> March were approved and signed as a true record by the Chairman, and Vice Chairman.
7. **(2013/070) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillor Sue Seward.** Peter gave his report. This included an update on Adult Learning Services, and Aspire Sussex, which was going well. PCs will be getting a note on Local Assistance Network. He referred to Operation Watershed being the initiative WSCC had set up for flooding issues. He confirmed the work that was being done to address the pot hole problem. He is still dealing with the possibility of grant monies for the Village Hall works. He will ask the Highways team to look at the flood run off issue in Church Lane.

**8. (2013/071 – Planning matters).**

**8.1** Cllr MG updated Members on a number of planning matters. The application for The Yard, London Road, had been refused by MSDC. The application at Foxglove Cottage had been withdrawn but would be re-submitted. The application at land at Greenmead had received consent. There was a discussion about the Community Infrastructure Levy, and the Clerk was asked to find out the latest with regard to this MSDC scheme.

Action:	The Clerk
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**8.2** Grant of Planning Consent to Wickwoods Country Club and Spa - Cllr MG explained that the Council's comments did not seem to have been taken into consideration. He was chasing this up, and there was surprise that given that the applicants had voluntarily agreed the condition (landscaping plan), that it had not been made a condition.

**8.3** It was agreed that all Councillors need to look at the draft District Plan. The Council should be generally supportive of the document. It would be appropriate to raise the matter at the forthcoming Annual Parish Meeting on 7<sup>th</sup> May. It was noted that the consultation period ends on 17<sup>th</sup> June. It was aged that the Council should put in a response and Cllr NE agreed to draft such a response. On Neighbourhood Planning Cllr MG also reported that Andrew Marsh was about to sign off the scoping document. Councillors MG and MP would now need to go through the Sustainability appraisal matching the policies against objectives.

Action:	Cllr NE, Cllr MG, and Cllr MP
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**9. (2013/072) – Finance report).**

1. The financial summary was received and noted, particularly as regards the cash book for the year beginning 2013/14, and the year ending 2012/13. It was agreed that future reporting should be in excel format.

2. Invoices were presented for payment, and it was **resolved** to agree and to make the following payments:-

AMOUNT	PROCUREMENT	PAYEE
£494-31	Salary and on-costs	WSCC
£34-50	Clerk's course	Lindfield Parish Council
£321-55	Salary and on-costs	WSCC
£164-09	SALC Subs.	West Sussex ALC Ltd
£211-21	Annual Grounds maint.	MSDC
£9-20	Spare keys	Graham Stafford
£774	Lamp post "P"	UPNP Ltd

3. The final budget monitoring report for 2012/13 was noted.

**10. (2013/073) – High Cross Finger Post.** The minutes of the meeting held on 21<sup>st</sup> March 2013 referred. The Clerk had only just seen these, but would now action accordingly and report back further.

Action:	The Clerk
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**11. (2013/074) – Flood Management.** It was noted that this was WSCC's responsibility and much of the information asked for had already been given to Gulu Sibanda at WSCC. There was some doubt expressed about what was likely to be achieved. Landowners needed to be encouraged to take their own responsibilities seriously, but enforcement powers did not lie with the Parish Council. The Clerk was asked to draft a response to send back to Gulu, in consultation with Cllr GS who had the portfolio for flood awareness.

Action:	The Clerk
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**12. (2013/075) – Village Hall.** Regarding the proposed works Cllr EM reported on the budget from the VH Trust accounts. The preferred builder had costed the project at some £9,500, and should be able to carry out the work during the summer holidays. The VAT issue was still being looked into, but the view generally was that VAT should not be payable. The Council agreed to donate £500 and to extend a line of credit of up to £2,000 towards the project if necessary. The Clerk would look into the possibility of Community Initiative Funding, and a member of the public offered to look into the

possibility of some lottery grant funding. EM referred to the need to progress this at a Village Hall Trust meeting, and to hold an Annual meeting. It was agreed that the former would take place after the Extraordinary Planning meeting of the Council to be held on 23<sup>rd</sup> April at 6.00 p.m.

Action:	Cllr EM and the Clerk.
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**13. (2013/076) – Clerks Report.** The Clerk had nothing to report on this occasion.

**14. (2013/077) – Councillors exchange of information.** Cllr GS raised the issue of the re-cycling collection. It was agreed to spend £50 on the Notice-board.

**15. (2013/078) – Annual Parish Meeting of Electors on 7<sup>th</sup> May 2013.** It was agreed that short (no more than 10 minute) presentations would be made on the District Plan, update on the Neighbourhood Plan, flooding issues, and Village Hall issues. Jerry Butler would be asked to arrange a projector as for the meeting in 2012. Refreshments would hopefully be provided, and invitations would be issued to all parishioners in the usual way.

Action:	Councillors and Clerk.
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The meeting closed at 9.40 p.m.

SIGNED.....Meg Price/Graham Stafford  
Chairman/Vice Chairman

***NEXT ORDINARY MEETING: TUESDAY, 14<sup>th</sup> MAY 2013 @ 7.00 p.m. [Note: THIS IS ALSO THE ANNUAL PARISH COUNCIL MEETING]***